



## CITY OF ARCHDALE

NORTH CAROLINA

Archdale: crossroad of progress.

A community strategically located in the heart of North Carolina that treasures its heritage, conveys a positive image, and embraces the future by promoting a progressive environment for families, businesses, and civic organizations to prosper through careful stewardship of its natural, cultural, human, and financial resources.

### Listing of Elected Officials

Mayor  
Mayor Pro-Tem  
Council Member  
Council Member  
Council Member  
Council Member  
Council Member

Bertha Lance-Stone  
Tim Williams  
Roger Blackwell  
Eddie Causey  
Lewis Dorsett  
Robert (Trey) Gray, III  
Larry Warlick

**CITY OF ARCHDALE  
OPERATING BUDGET ORDINANCE  
FISCAL YEAR ENDING JUNE 30, 2012**

BE IT ORDAINED by the City Council of the City of Archdale, North Carolina that the following anticipated fund revenues and expenditures by function, together with a financial plan, certain Fee and Charge Schedules, and with certain restrictions and authorizations are hereby appropriated and approved for the operation of city government and its activities for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

GENERAL FUND	\$6,641,000
WATER & SEWER FUND	\$3,611,700
STORMWATER FUND	\$ 383,100
<b>TOTAL EXPENDITURES</b>	<b>\$10,635,800</b>

**Section 1. General Fund**

**ANTICIPATED REVENUES**

Ad Valorem Taxes .....	\$ 2,670,000
Privilege License .....	60,000
Interest Income .....	33,000
Interest Income – Powell Bill .....	1,000
Concessions – Parks and Recreation .....	3,000
Ballfield Concessions .....	19,000
Miscellaneous .....	21,000
Proceeds from Sale of Asset .....	2,000
Gross Receipt Return .....	50
Yard Sale Permits .....	2,000
Franchise Tax .....	551,000
Powell Bill .....	303,000
Unauthorized Substance Tax .....	2,000
Sales Tax .....	1,521,000
Beer and Wine Tax .....	48,000
ABC Board .....	700
Zoning Permits .....	3,000
Zoning Application Fees .....	1,600
Subdivision/TRC Fees .....	200
Solid Waste .....	582,000
Recycling .....	138,000
Sale of Recycling Materials .....	8,500
Solid Waste Disposal Tax Dist .....	6,400
Recreation Revenues .....	136,000
Parks and Recreation Sponsorships .....	8,000
Rent – Recreation .....	14,000
Fund Balance Appropriated .....	465,394
Transfer for Administrative Services .....	31,156
State Funds from Randolph County – Library .....	10,000
<b>TOTAL .....</b>	<b>\$ 6,641,000</b>

**AUTHORIZED EXPENDITURES**

Governing Body .....	\$ 52,340
Administration.....	337,490
Finance .....	305,200
Legal.....	40,000
Building and Grounds .....	100,325
Police.....	2,237,295
Fire Inspections .....	28,000
Planning and Zoning .....	250,740
Streets.....	648,690
Streets – Powell Bill .....	571,160
Sanitation.....	739,500
Parks and Recreation .....	1,056,105
Senior Adults.....	20,935
Library.....	112,700
Community Promotions .....	65,520
Non-Departmental .....	75,000
<b>TOTAL.....</b>	<b>\$ 6,641,000</b>

**Section 2. Water and Sewer Fund****ANTICIPATED REVENUES**

Interest.....	\$ 10,000
Miscellaneous Revenue .....	8,000
Application Fee .....	13,700
Water Charges .....	1,439,000
Sewer Charges.....	1,970,000
Water Charges – Coe Place .....	9,800
Sewer Charges – Coe Place.....	14,500
Water and Sewer Taps.....	5,000
Cell Tower Rental Revenue .....	22,700
Late Fees .....	119,000
<b>TOTAL.....</b>	<b>\$ 3,611,700</b>

**AUTHORIZED EXPENDITURES**

Water and Sewer Operations .....	\$ 3,611,700
<b>TOTAL.....</b>	<b>\$ 3,611,700</b>

**Section 3. Water and Sewer Capital Recovery Fund****ANTICIPATED REVENUES**

Interest Income .....	\$ 8,000
Interest Income from Assessments .....	1,400
Impact Fees .....	5,000
Net Assets Appropriated .....	- 14,400
<b>TOTAL.....</b>	<b>\$ 0</b>

**Section 4. Stormwater Fund****ANTICIPATED REVENUES**

Interest.....	\$ 400
Stormwater Charges .....	241,000
Stormwater Charges – Commercial.....	226,000
Net Assets Appropriated .....	- 84,300
<b>TOTAL.....</b>	<b>\$ 383,100</b>

**AUTHORIZED EXPENDITURES**

Stormwater Operations.....	\$ 383,100
<b>TOTAL.....</b>	<b>\$ 383,100</b>

#### **Section 5. Levy of Taxes**

There is hereby levied, for fiscal year 2012, an Ad Valorem Tax Rate of \$0.29 per One Hundred Dollars (\$100.00) valuation of taxable property as listed for taxes as of January 01, 2011, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations.

#### **Section 6. Levy of Taxes**

There is hereby levied, for fiscal year 2012, a Tax on Gross Receipts derived from retail short-term motor vehicle leases or rentals of one and one-half percent (1 ½%) of the gross receipts from the short-term lease or rental of vehicles to the general public as defined in Section 105.871.1 of the North Carolina General Statutes.

#### **Section 7. Fees Schedule**

There is hereby established for the fiscal year 2012, various fees as listed in Attachment A.

#### **Section 8. Utility Fees and Payment Applications**

There is hereby established, for the fiscal year 2012, utility fees and charges as well as payment application policy as listed in Attachment B.

#### **Section 9. Authorized Positions**

There is hereby established, for fiscal year 2012, a schedule of authorized positions, as listed in Attachment C. Position authorizations are initially established by the annual budget ordinance. Changes to this schedule may occur during the fiscal year, as authorized by the City Council.

#### **Section 10. Purchase Orders & Capital Outlay**

All purchase orders will be pre-audited in accordance with the Local Government Budget and Fiscal Control Act and issued on all purchases greater than \$500. All purchases greater than \$5,000 will be properly capitalized according to the City's policies.

#### **Section 11. Budget Officer – Special Authorization**

- A. The budget officer may transfer amounts between object-of-expenditures within a department without limitation and without a report being requested.
- B. The budget officer may transfer amounts of up to \$10,000 between departments of the same fund with an official report on such transfers at the next regular meeting of the City Council.
- C. The budget officer may not transfer amounts between funds nor from any contingency appropriation within a fund.

#### **Section 12. Budget Ordinance Utilization**

- A. This ordinance shall be the basis of the financial plan for the City of Archdale during fiscal year 2012. The budget officer shall administer the budget and ensure that the operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget.
- B. The Finance Department shall establish and maintain all records which are in agreement with this ordinance and the Local Government Budget and Fiscal Control Act of the State of North Carolina (Chapter 159 of the General Statutes).

#### **Section 13. Reappropriation of Funds Encumbered in Fiscal Year 2011**

Operating funds encumbered in the financial records as of June 30, 2011, are hereby reappropriated to Fiscal Year 2012.

**BUDGET SUMMARY****FEE SCHEDULES****PRIVILEGE LICENSE**

Privilege License fees are a combination of flat rate and gross sales/receipts. New businesses must estimate gross sales/receipts for the period remaining in the current license year. The rates are as follows:

Estimated Annual Gross Sales not exceeding \$1,000,000.....	\$50.00
Each additional \$1,000 or fraction thereof.....	\$ 0.50

The business activities listed on Schedule B are determined by State Statute. Businesses engaged in only Schedule B activities will pay based on categories charged at a flat rate (see attached list). Retail businesses will be charged based on gross receipt sales or a combination of gross receipt sales and Schedule B rates. For the purposes of calculating tax amount due, receipts of sales of Schedule B items should be removed from totals. Businesses earning greater than \$1,000,000 in non-regulated sales will pay Schedule B rates in addition to fees calculated based on gross receipts. Businesses earning less than \$1,000,000 in non-regulated sales will pay a fee of \$50.00 plus the addition of Schedule B charges. Persons owning rental property will be charged \$50.00 for 2 – 5 units, and \$10.00 per unit thereafter. Management companies are subject to gross receipts made within the City limits. Manufacturers, merchant wholesalers, and services establishments will be charged a flat rate of \$50.00. Sweepstake machines will be charged \$500 per machine, and the serial numbers of each machine must be listed.

**FEE SCHEDULE B**

Advertising – Outdoor.....	\$ 35.00
Amusement – Rides, Pinball, Swimming Pool, Roller Rink, etc. ....	\$ 25.00
Amusement Games, Slot Machines, Music Machines coin operated (per machine).....	\$ 5.00
Amusement General (for fee).....	\$ 25.00
Auto Dealer .....	\$ 25.00
Auto Dealer – Seasonal, Temporary, Itinerant Dealers .....	\$300.00
Auto Equipment Wholesale Dealer – located in City.....	\$ 37.50
Auto Equipment Wholesale Dealer – delivery by vehicle.....	\$ 25.00
Auto Service/Accessories/Equipment Rental .....	\$ 12.50
Barber or Beauty Shop (per operator) .....	\$ 2.50
Beer, off premises only .....	\$ 5.00
Beer, on premises .....	\$ 15.00
Bicycle Dealer/Supplies/Accessories .....	\$ 25.00
Billiard or Pool Tables (per location).....	\$ 25.00
Bowling Alley (per alley).....	\$ 10.00
Chain Store or Branch .....	\$ 50.00
Check-Cashing Business .....	\$100.00
Circuses, Menageries, Pony Rides, etc. (per day) .....	\$ 25.00
Contractor, Building and General with state contractor license .....	\$ 10.00
Collection Agency.....	\$ 50.00
Dry Cleaner – located or soliciting in City.....	\$ 50.00
Electrical Contractor.....	\$ 50.00
Elevator, Installation (if office in City) .....	\$100.00
Employment Agency.....	\$100.00
Firearm Sales and/or Manufacturer and Other Weapons.....	\$ 50.00
Fortune Tellers, Palm Readers, Clairvoyants, Spiritual Advisors, etc.....	\$1000.00
Gasoline and Oil Dealers.....	\$ 50.00
Heating/Air Conditioning Contractor.....	\$ 50.00
Hotel, Motel, Boardinghouse (\$1.00 per room above minimum) .....	\$ 25.00
Ice Cream Manufacture/Distribution.....	Per Statute
Ice Cream Retail Sales .....	\$ 2.50
Itinerant Merchant .....	\$100.00
Laundries and Linen Supplies (located in City) .....	\$ 50.00
Loan Agency or Broker.....	\$100.00
Motorcycles and Accessories .....	\$ 12.50
Pawnbroker .....	\$275.00

**BUDGET SUMMARY****FEE SCHEDULES****PRIVILEGE LICENSE**

Peddler by foot, per individual .....	\$ 10.00
Peddler by vehicle, per vehicle.....	\$ 25.00
Piano, TV, Radio, etc. – Sales and Repair.....	\$ 5.00
Plumbing Contractor .....	\$ 50.00
Restaurant with 0-4 seats.....	\$ 25.00
Restaurant with 5 or more seats.....	\$ 42.50
Security Dealers/Stock Brokers.....	\$ 50.00
Specialty Market and Flea Market Operators.....	\$200.00
Sprinkler System (office in City) .....	\$100.00
Sundries – soft drinks, tobacco, wrapped sandwiches, candy .....	\$ 4.00
Theaters – indoor operating 3+ days a week (per screen) .....	\$200.00
Theaters – outdoor or drive-in theater .....	\$100.00
Tobacco Warehouse .....	\$ 50.00
Trailer Park (temporary), Campground .....	\$ 12.50
Undertaker and Retail Coffin Dealer.....	\$ 50.00
Video Movie Rental and Sales (no admission fee).....	\$ 25.00
Wine, off premises .....	\$ 10.00
Wine, on premises .....	\$ 15.00

**FEE SCHEDULE C – EXEMPT FROM FEE**

Accountant – Public	Office Machines, Home Appliances,
Alarm Systems	Computer Hardware
Architect	Oculist
Attorney at Law	Optician
Bank	Optometrist
Chiropractor	Osteopath
Cooperative Marketing Associations	Pest Control Applicators
Dentist	Photographer, Canvasser for Photographer
Engineer – Professional	Physician
Film – Manufacturer/Distributor	Prescription Drug Sales
Home Inspectors	Private Detective/Investigator
Installment Paper Dealer	Real Estate Agent
Insurance Agent	Surgeon
Land Surveyor	User of Newsprint
Landscape Architect	Veterinarian
Mortician/Embalmer	Vending and Weighing Machines (5 or more)
Peddler selling self-produced products	Vending and Weighing Machines (5 or more)
	Wholesale Distributor of Motor Fuel

**BUDGET SUMMARY****FEE SCHEDULES****PARKS & RECREATION**

	RESIDENTS	NON-RESIDENTS
After School Program (PER WEEK) .....	\$ 30	\$ 50
Summer Day Camp (PER WEEK) .....	\$ 60	\$ 80
<b><u>YOUTH ATHLETICS</u></b>		
Mighty Mites Basketball .....	\$ 25	\$ 45
Hoopsters Basketball .....	\$ 35	\$ 55
Jammers Basketball .....	\$ 35	\$ 55
T-Ball.....	\$ 25	\$ 45
Coach Pitch.....	\$ 30	\$ 50
Mustang .....	\$ 35	\$ 55
Bronco .....	\$ 40	\$ 60
Pony .....	\$ 40	\$ 60
Girls Volleyball .....	\$ 30	\$ 50
Girls Fastpitch .....	\$ 30	\$ 50
Cheerleading .....	\$ 60	\$ 80
Fall Baseball/Mustang .....	\$ 35	\$ 55
Fall Baseball/Bronco .....	\$ 40	\$ 60
<b><u>ADULT ATHLETICS (PER TEAM)</u></b>		
Men's Softball .....	\$400	
Women's Softball .....	\$400	
Summer League Basketball .....	\$475	
30/Over Basketball .....	\$475	
Co-Ed Volleyball .....	\$250	

**FACILITY RENTAL CHARGES**

	1 HOUR	2 HOURS	4 HOURS	8 HOURS
<b>RECREATION CENTER – RESIDENTS</b>				
Small Activity Room .....		\$ 70	\$ 135	\$ 275
Large Activity Room .....		\$ 80	\$ 155	\$ 315
Gymnasium.....	\$ 50	\$ 100	\$ 195	\$ 395
Entire Recreation Center.....		\$ 250	\$ 485	\$ 985
<b>HOLIDAYS AND AFTER HOURS RENTALS</b>				
Small Activity Room .....		\$ 100	\$ 200	\$ 400
Large Activity Room .....		\$ 110	\$ 220	\$ 440
Gymnasium.....	\$ 65	\$ 130	\$ 260	\$ 520
Entire Recreation Center.....		\$ 340	\$ 680	\$1360
<b>RECREATION CENTER – NON-RESIDENTS</b>				
Small Activity Room .....		\$ 90	\$ 175	\$ 355
Large Activity Room .....		\$ 100	\$ 195	\$ 395
Gymnasium.....	\$ 60	\$ 120	\$ 235	\$ 475
Entire Recreation Center.....		\$ 310	\$ 605	\$1225
<b>HOLIDAYS AND AFTER HOURS RENTALS</b>				
Small Activity Room .....		\$ 120	\$ 240	\$ 480
Large Activity Room .....		\$ 130	\$ 260	\$ 520
Gymnasium.....	\$ 75	\$ 150	\$ 300	\$ 620
Entire Recreation Center.....		\$ 400	\$ 800	\$1620
	RESIDENTS	NON-RESIDENTS		
<b><u>SHELTERS – PER HOUR</u></b>				
Small Picnic Shelter.....	\$15		\$25	
Large Picnic Shelter.....	\$25		\$35	
Gazebo (\$100 REFUNDABLE DEPOSIT) .....	\$25		\$35	

**PARKS & RECREATION****SENIOR CENTER – PER HOUR**

\$50 REFUNDABLE SECURITY DEPOSIT

RENTAL MINIMUM OF 2 HOURS

Senior Building .....	\$100	\$120
Each additional hour after minimum .....	\$ 15	\$ 15

**BALL FIELD RENTALS – PER HOUR**

Field Only .....	\$20	\$50
Field With Lights .....	\$30	\$60

**TOURNAMENTS – PER DAY**

1 <sup>st</sup> Field .....	\$150
2 <sup>nd</sup> Field .....	\$125
3 <sup>rd</sup> Field.....	\$100
Maintenance (PER FIELD) .....	\$ 50



**BUDGET SUMMARY**  
**PLANNING & ZONING**

**FEE SCHEDULES**

**GENERAL FEES**

General Rezoning/Processing & Advertising .....	\$500.00
Special Use/Conditional Use Rezoning .....	\$600.00
Miscellaneous Amendment to SU/CU Permit .....	\$250.00
Text Amendment .....	\$250.00
BOA – Variance, Special Exception or Appeal .....	\$350.00
Voluntary Annexation .....	\$350.00
Street Closing .....	\$250.00
Land Use Plan Amendment .....	\$250.00

**ZONING FEES**

Zoning Permit .....	\$ 40.00
Common Signage Plan Review .....	\$ 50.00
Thoroughfare Overlay Plan Review .....	\$ 50.00
Certificate of Occupancy Inspection .....	\$ 50.00
Certificate of Zoning Letter .....	\$ 25.00
Building Demolition Permit .....	\$ 50.00
TRC Review (includes planning and stormwater review)(plus \$5 per 1000 sq. ft.) .....	\$500.00
Group Developments/PUDs (plus \$15 per unit or space) .....	\$500.00
Acreage Fees (sewer) .....	\$500.00/acre
Acreage Fees (water) .....	\$500.00/acre

**SUBDIVISION FEES**

Sketch Plan .....	no charge
TRC Review (includes planning and stormwater review) (plus \$15 per lot) .....	\$500.00
Final Plat .....	\$ 50.00
Minor Plat (plus \$10 per lot) .....	\$ 50.00
Exclusion Map .....	\$ 25.00

**ENGINEER REVIEW FEES**

Water/Sewer Extension Review (plus \$5 per 100 feet) .....	\$100.00
Soil and Erosion Control Review (less than 1 acre waived)(plus \$20 per acre) .....	\$200.00

**BORING FEES**

Boring Fee for Sewer Only .....	cost plus 15%
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**PUBLICATION FEES**

City Code Text .....	\$ 30.00
Land Use Plan .....	\$ 30.00
Zoning Ordinance .....	\$ 30.00
Subdivision Ordinance .....	\$ 20.00
Watershed Ordinance .....	\$ 20.00
GIS Zoning, Watershed & Floodplain Maps .....	\$ 5.00
Photo Copies of Individual Pages (per sheet) .....	\$ 0.25

**ENFORCEMENT FEES**

Mowing Fee .....	cost of service
Plus Administrative Fee .....	\$ 100.00
Late Fee (if not paid within 30 days of billing date) .....	\$ 10.00
Lot Clean Up Fee (per man hour) .....	\$ 50.00

**BUDGET SUMMARY****FEE SCHEDULES****SANITATION****GARBAGE COLLECTION**

Household Trash Pick-Up (Per-Cart Charge) ..... \$ 11.00

**RECYCLING COLLECTION**

Recyclables Pick-Up (Per-Cart Charge) ..... \$ 3.00

**MULCH**

Per Scoop ..... \$ 10.00

**STORMWATER**

Residential (Monthly) ..... \$ 5.00

Commercial (Per ERU monthly)..... \$ 2.50

**BUDGET SUMMARY****FEE SCHEDULES****WATER & SEWER**

	WATER	SEWER
<b><u>RATES</u> (Effective for bills due October 20, 2011)</b>		
First 2000 Gallons Minimum up to 1" meter .....	\$ 13.65	\$ 16.50
First 2000 Gallons Minimum 1 1/2" meter .....	\$ 19.60	\$ 20.60
First 2000 Gallons Minimum 2" meter .....	\$ 31.00	\$ 33.00
First 2000 Gallons Minimum 3" meter .....	\$ 53.70	\$ 56.70
First 2000 Gallons Minimum 4" meter .....	\$ 81.40	\$ 86.50
First 2000 Gallons Minimum 6" meter .....	\$155.00	\$165.00
Each 1000 Gallons above Minimum .....	\$ 4.10	\$ 6.15
Irrigation/Pool Meters.....	\$ 13.65	-
Each 1000 Gallons above Minimum .....	\$ 4.10	-

Customers receiving service outside of the city limits will be charged double rates.

	INSIDE	OUTSIDE
<b><u>TOTAL MINIMUM BILL</u></b>		
Water & Sewer .....	\$ 30.15	\$ 60.30
<b><u>SEWER ONLY</u></b>		
Flat Rate.....	\$ 40.00	\$ 80.00

**OTHER FEES**

Application Processing Fee (per property) .....	\$ 25.00
Late Fee (applied after 5:00 p.m. on 20 <sup>th</sup> of each month).....	\$ 10.00
Nonpayment Fee (applied after 5:00 p.m. on 4 <sup>th</sup> of each month) .....	\$ 50.00
Convenience Fee (credit card payments initiated by staff).....	\$ 5.00
Meter Calibration (waived if meter is malfunctioning) .....	\$ 25.00
Tampering Fee (first offense).....	\$200.00
Increase of \$50.00 for each subsequent offense.	
May also be subject to legal fees and court costs when applicable.	
Hydrant Water (per 1,000 gallons) .....	\$ 6.15
Deposit for 3/4 inch meter .....	\$100.00
Daily rental fee .....	\$1.00
Deposit for 3 inch meter .....	\$1,000.00
Daily rental fee .....	\$3.00

**TAP FEES**

Water:	
3/4" Tap (meter included) .....	\$700.00
Also applies to pool and sprinkler meters.	
1" Tap (meter included) .....	\$1,050.00
1 1/2" Tap.....	cost plus 15%
Larger Sizes.....	cost plus 15%
Meter Fee.....	\$50.00
Sewer:	
4" Tap.....	\$1,000.00
6" Tap.....	\$1,400.00
Larger Sizes.....	cost plus 15%

**WATER & SEWER****IMPACT FEES**

## Water:

3/4" .....	\$250.00
1" .....	\$450.00
1 1/2" .....	\$850.00
2" .....	\$1,000.00
3" .....	\$2,000.00
4" .....	\$3,000.00

## Sewer:

3/4" .....	\$250.00
1" .....	\$450.00
1 1/2" .....	\$850.00
2" .....	\$1,000.00
3" .....	\$2,000.00
4" .....	\$3,000.00

**PAYMENT APPLICATIONS**

The utility bill includes charges for garbage, recycling, water and sewer services. A customer's payment will be applied to the bill in the following order:

- (1) Late charges, nonpayment fees, tampering fees, and returned check fees
- (2) Past due amounts in the same order as shown below
- (3) Garbage and recycling service
- (4) Stormwater fees
- (5) Sewer service
- (6) Water service

**COLLECTION AND ENFORCEMENT OF UTILITY FEES**

All utility fees are charged within the contractual agreement under which the City agrees to provide utility services and the customer agrees to make timely payments for services received. The City enforces the collection of these fees by involuntary disconnection of services followed by civil debt collection procedures. The City of Archdale opts out of the criminal enforcement remedy afforded by G.S. 14-4 for collection of utility fees, with the exception of the tampering fee. Tampering is considered a criminal act.

**BUDGET SUMMARY****AUTHORIZED POSITIONS**

<b><u>Department</u></b>	<b><u>Position Title</u></b>	<b><u>FY 2010-11</u></b>	<b><u>FY 2011-12</u></b>
ADMINISTRATION	City Manager	1	1
	City Clerk	1	1
	Information Technology Director	1	1
FINANCE	Finance Director	1	1
	Budget Operations Manager	1	1
	Administrative Assistant II	1	1
	Human Resources Officer	1	1
BUILDING	Grounds Maintenance (Part-Time)	0	0
POLICE	Police Chief	1	1
	Police Captain	2	2
	Police Detective	2	2
	Police Sergeant	4	4
	Master Police Officer	6	6
	Traffic Investigator	1	1
	Police Officer II	5	5
	Police Officer I	4	4
	Park Ranger	1	1
	Records Clerk	1	1
	Telecommunicator/Trainer	1	1
	Telecommunicator	4	4
PLANNING & ZONING	Planning Director	1	1
	Planning Officer	1	1
	Enforcement Officer	1	1
STREET	Public Works Director	1	1
	Public Works Crew Leader	0	0
	Public Works Technician II	1	1
	Public Works Technician I	3	3
PARKS & RECREATION	Parks & Recreation Director	1	1
	Recreation Program Leader	2	2
	Athletic Program Leader	2	2
	Building & Maintenance Superintendent	1	1
	Park Maintenance Leader	1	1
	Administrative Assistant	1	1
WATER & SEWER	Customer Service Manager	1	1
	Collection Clerk II	1	1
	Collection Clerk I	1	1
	Public Works Supervisor	1	1
	Water/Sewer Systems Manager	1	1
	Public Works Technician II	1	1
	Public Works Technician I	2	2
STORMWATER	Program Manager	1	1
	Public Works Technician I	2	2



## CITY OF ARCHDALE

307 BALFOUR DRIVE  
P.O. BOX 14068  
ARCHDALE, NORTH CAROLINA 27263

PHONE: (336) 431-9141

FAX: (336) 431-2130

April 26, 2011

The Honorable Mayor Bert Lance-Stone  
Members of City Council  
City of Archdale, North Carolina

Dear Mayor and Members of City Council:

I am pleased to submit herewith the proposed Fiscal Year 2011/2012 Annual Budget for your review and consideration. As presented, this document meets all requirements of the North Carolina Budget and Fiscal Control Act.

The recommended budget is allocated by fund as shown below:

<u>FUND</u>	<u>FY 2011/2012</u>
General Fund	\$6,641,000
Water and Sewer Enterprise Fund	\$3,611,700
Stormwater Enterprise Fund	<u>\$383,100</u>
Total	\$10,635,800

By comparison this recommended budget is \$109,498 or 1% higher than the recommended 2010/2011 Annual Budget. However it is \$508,151 or 4.5% less than the amended 2010/2011 Annual Budget of \$11,129,451. During the year the 2010/2011 budget was amended to fund the Creekside Park entrance project, matching funds for North Carolina Rural Economic Center Reuse grants, street resurfacing, technology upgrades and Randolph County Tourism Authority grant.

The economic challenges of previous fiscal years continue to impact the City's ability to fund existing programs. As in previous years we are facing another year with little or no growth in the City's tax base. We are optimistic that the economy is improving locally with the announcement of new businesses choosing to relocate or build here. Commercial and residential construction activity continues to lag behind other areas of the economy and is predicted to continue until the existing inventory of commercial and residential property is reduced.

Budgeting for state distributed revenues such as sales tax, Powell Bill, and for state collected taxes such as electric and natural gas franchise taxes and telecommunications sales tax, continue to be problematic due to the economy and the potential for action by the General Assembly that could affect the amount of revenue that will be received from these sources.

With that said, this budget represents the best efforts of the City staff to implement your retreat directives that we seek ways to operate more efficiently, that we preserve and protect City resources and that we continue to provide the variety and quality of services and programs that Archdale's citizen's desire.

## **PROPERTY TAX RATE**

**This proposed budget as presented is balanced using the current property tax rate of \$0.29 per \$100 of assessed valuation.**

## **GENERAL FUND REVENUES**

The General Fund is supported by property tax revenue, sales tax, Powell Bill, beer and wine tax, state collected taxes such as electric and natural gas franchise and telecommunication taxes and locally generated fees and charges such as solid waste and recycling fees, zoning and parks and recreation fees and fees generated through development projects and City activities.

The largest source of revenue for the General Fund is the property tax. Randolph and Guilford County Tax Departments have estimated that the ad valorem tax value of property in Archdale is \$950,272,000. The recommended tax levy, based on the current tax rate of \$.29 per \$100 of assessed valuation is estimated to generate \$2,670,000 up less than ½ of 1% from the amount included in the 2010/2011 Annual Budget.

The second largest source of revenue for the General Fund is sales tax. It is estimated that sales tax revenue will be \$1,521,000, which represents a \$79,000 or 7.5 % increase from the 2010-2011 Annual Budget. However, it is 1.5% less than the amount included in the 2009/2010 budget.

It is estimated that the City will receive \$303,000 in Powell Bill revenue this year, slightly more than was included in the 2010/2011 budget. Powell Bill revenue is based upon the amount of motor fuel tax by the State of North Carolina and the value of motor vehicles purchased and titled in North Carolina. The General Assembly is currently considering a cap on motor fuel tax and it is unknown at this time how much this will reduce Powell Bill revenue.

The estimated General Fund revenue from all other user fees such as solid waste, recycling, zoning, parks and recreation and development projects is estimated to be \$904,600 a .75 % increase or \$5400 more than was included in the 2010-2011 Annual Budget.

## **GENERAL FUND EXPENDITURES**

### **PERSONNEL AND FRINGE BENEFITS**

The City was notified by the North Carolina Local Government Employees Retirement System that its contribution to the Retirement System for its employees would increase from 6.52% of payroll to 7.03 % of payroll and an increase for law enforcement officers from 6.41% of payroll to 7.04% of payroll. This requires an additional appropriation of \$16,570. This is the second year of increases in employer contributions and it is anticipated that employer contributions will continue to increase in future years.

In the 2009/2010 fiscal year the City departed from its previous practice of making “across the board” cost of living pay increases for all City employees and began a “pay for performance” pay system.

Included in this budget is \$32,000 or 1% of payroll for a 1% to 3% for continuation of the “pay for performance” based salary plan for City employees.

This budget also provides funding for a contribution by the City of 5% of employee salary into a 401-K plan administered by the North Carolina State Treasurer’s Office.

City employees are encouraged to seek additional education and training that will help them be successful and more productive in their employment.

To that end, we have included funding in this budget for an employee to participate in the Municipal and County Administration course and for one employee to attend Local Government Chief Information Officer Certification Course both conducted by the School of Government at the University of North Carolina. Funding is also included for 2 employees from the Police Department to attend the Effective Supervisory Management Program also conducted by the School of Government. In addition, funds are included for 1 employee to attend year 1 of the Parks and Recreation Maintenance Management Program offered by North Carolina State University.

It has been the practice of the City to reward employees who receive promotions, obtain professional certifications or work related educational degrees with an appropriate pay adjustment. Funds are included in this budget to continue that practice.

The City provides health, dental, and life insurance for all of its full-time employees in funded positions. Blue Cross/Blue Shield has quoted a 3.8% rate increase for this fiscal year which will result in a budget increase for employee health care cost this fiscal year of \$11,650.

We do not expect an increase in our general liability insurance premiums and we expect to have a decrease in our City Workers Compensation premiums.

## **GARBAGE, RECYCLING AND YARD WASTE**

The City’s garbage and recycling programs continue to be well received as reflected in recent increases in the volume of material being recycled. Recent tonnage figures indicate that 23% of the total waste volume being collected is being recycled. This reflects a 5% increase from 2009 to 2010 in the volume of waste being recycled. It is anticipated that the sale of recycled material will generate at least \$8500 in revenue next fiscal year.

The pickup and disposal of yard waste, particularly bagged grass and leaves continues to be a concern. The service is labor intensive, time consuming, and exposes City employees to health and safety risks. Attention will need to be given in future budgets to adding additional equipment and disposal options if this service is going to be continued.

No increase in garbage and recycling fees is recommended.

## **POLICE DEPARTMENT**

The vehicle replacement schedule provides for the replacement of three police patrol vehicles each year. Due to the number of patrol vehicles that have been replaced in prior budget years, it is recommended that two patrol vehicles be replaced this fiscal year instead of three as provided for in the replacement schedule. \$60,000 is included in this budget for the purchase of these vehicles.



Also \$17,000 is included in this budget for the annual ongoing expenses associated with the Computer Aided Dispatch system and \$56,700 is included for the scheduled replacement of computer equipment, maintenance agreements and extended warranty on recently purchased technology used by the Police Department.

## **PARKS AND RECREATION**

The City completed construction and opened a new Parks and Recreation Maintenance building during last fiscal year and included in this budget is \$8700 for the expenses associated with opening and operating the building and \$39,900 for payment of debt service on the loan for construction of the building. In addition, funds are included in the General Fund Capital Budget for the purchase of a utility vehicle and a dump trailer for park use and \$145,700 for the construction of a section of greenway from Roby Drive to Archdale-Trinity Middle School.

## **PUBLIC WORKS**

The City completed the renovation of the Public Works Operations Center during last fiscal year and included in this budget is \$9500 for the operation and maintenance of the renovated buildings and \$126,350 for payment of debt service on the loan to fund the improvements to the building. In addition, \$18,650 is included in the General Fund Capital Budget for the purchase of a broom attachment for department equipment and to begin upgrading traffic control signs to meet Federal Highway Administration retro visibility requirements.

## **POWELL BILL**

The City currently has available for appropriation \$777,708 of Powell Bill revenue. It is recommended that \$571,160, consisting of \$303,000 of expected Powell Bill revenue and \$268,160 of Powell Bill Fund balance be used for street maintenance, sidewalk construction and repair, and future resurfacing projects. Also included in the amount shown above is \$113,660 of Powell Bill revenue that was committed by the City for the construction of a public street to serve the YMCA . It is anticipated that this street will be complete and ready for acceptance by the City early next fiscal year. It is also recommended that \$170,500 be used for construction of a sidewalk on Balfour Drive from Brook Hollow Drive to Main Street and \$14,000 for the purchase of a replacement asphalt roller.

The City has traditionally used Powell Bill revenue to fund its street surfacing program and to gain construction efficiency has generally contracted for resurfacing every two years. In determining which streets are to be resurfaced the City staff uses a 10 year old Pavement Condition Survey. This 2001 Report indicated that 42% of City streets needed some type of repair and while with recent street resurfacing, the City has made some progress in addressing this need. Future investment in street resurfacing should be delayed until the report is updated and a more comprehensive street maintenance program can be developed.

## **OUTSIDE COMMUNITY AGENCY GRANTS**

The City traditionally budgets funds for community groups and outside agencies that provide support for various City initiatives and functions including annual membership dues for state and regional organizations. Funding for Outside Community Agency grants for 2010-2011 is recommended as follows:

<u>Agency</u>	<u>Amount</u>
Bush Hill Festival	\$2,000
North Carolina League of Municipalities	\$8,730
School of Government	\$1,240
Randolph County EDC	\$15,000
Archdale-Trinity Chamber of Commerce	\$5,000
High Point Metropolitan Planning Organization (MPO)	\$5,140
Piedmont Triad Council of Governments	\$2,160
Randolph County Senior Adults Meal Program	\$ 23,100
Northwest Randolph County Arts Council	\$1,000
Piedmont Triad Wind	\$1,000
Piedmont Triad Partnership	<u>\$1,150</u>
Total	\$65,520

Recommended funding for Outside Community Agency grants is \$1142 higher than the recommended funding in the 2010/2011 budget due to an increase in the City's contribution to the Bush Hill Festival, and as a result of an increase in population slightly higher dues to the North Carolina League of Municipalities and the School of Government. Randolph County Senior Adults Association requested an increase of \$1709 to cover an increase in their operating costs at the Archdale Senior Center. Randolph County Economic Development Corporation is actively seeking grants for the City of Archdale, which if approved could require local matching funding that will require a budget amendment as no additional matching funds are recommended in this budget.

In accordance with the City's contract with Randolph County, \$112,700 is included in this budget for the operation and maintenance of the Archdale Public Library. No funds are included for the payment of loan principal and debt service for the Library as this debt was retired during the 2010/2011 fiscal year. Funds for the continuation of the \$5000 grant to the Library for the purchase of books is also included in this budget.

### **GENERAL FUND CAPITAL PROJECTS**

The Five Year Capital Plan identifies organizational needs and provides for a funding strategy to allow the City to plan for and fund these expenditures without creating an undue burden on the taxpayers. Funding for the next year of the five-year capital plan is included in this budget document in the following amounts:

<u>Department</u>	<u>Amount</u>
Buildings and Grounds	\$24,800
Police Department	\$60,000
Powell Bill	\$298,160
Parks and Recreation	<u>\$163,200</u>
Total	\$ 546,160

### **CONTINGENCY and FUND BALANCE**

The recommended General Fund budget includes a contingency of \$75,000 to cover unexpected expenses that may occur throughout the year. Fund Balance has traditionally been used to fund one-time capital improvements or to provide matching funds for grant applications. Consistent with that policy it is recommended that \$465,394 of Fund Balance be appropriated in this budget to fund the construction of sidewalks, extension of the greenway, purchase of equipment, and upgrade traffic control signs. Of this amount \$268,160 is from Powell Bill Fund Balance, \$167,734 from the General Fund balance and \$29,500 from the drug seizure account.

City Council's Fund Balance Policy is to maintain an unreserved, undesignated fund balance equal to 50% of the previous fiscal year's operating expenditures. The audited unreserved fund balance in the General Fund at the end of last fiscal year was \$5,909,790 or 108% of the previous year's operating expenditures. After this appropriation the remaining Fund Balance will continue to exceed City Council's Fund Balance policy.

## **WATER AND SEWER ENTERPRISE FUND EXPENDITURES**

The City of Archdale is a member of the Piedmont Triad Regional Water Authority and as a member of the Authority began receiving its allocation of 700,000 gallons of water per day from the Piedmont Triad Regional Water Authority water plant in October of this year. However, this allocation will not meet the City's daily customer demand of almost 1 million gallons of water per day. To meet this additional daily demand the City entered into a contract with Randolph County to purchase from the

County's allocation of water from the water plant, an additional allocation of 250,000 gallons of water per day on a "take or pay" contract at \$2.27 per thousand gallons. Also included in the contract with Randolph County was a provision that the City could purchase an additional 500,000 gallons of water per day on an "as needed basis" at \$2.80 per thousand gallons.

The contract provided that the cost of the "take or pay" water would be adjusted annually by the Consumer Price Index for All Urban Consumers-south region. We have been advised by Randolph County that our rate for the "take or pay contract" would increase by 2.8% or from \$2.27 to 2.33 per thousand gallons. This cost increase is included in this budget. We do not expect an increase in the price for the "as needed basis" water.

The City completed negotiations with Davidson Water, Inc. to purchase water system assets including 65 of their current customer accounts located along the US 311 corridor south of the City limits. The capital cost of Davidson's water system was funded in last year's budget and according to the purchase agreement the City would make annual payments to Davidson for their customer accounts.

Consequently we have included \$12,845 in this budget for the annual payment for the customer accounts purchased from Davidson Water.

In the interest of meeting our future supply and emergency demands, the City staff continues to maintain interconnections with both Davidson Water and the City of High Point.

Rental revenue of \$22,700 from the lease of space on the City's water tank is included in this budget.

In an effort to improve the efficiency, accuracy and timeliness of the water meter reading process and improve customer service it is recommended that the City begin implementation of an automated meter reading system.

It is anticipated that the project will be implemented over several years on a "pay as you go" basis using current revenues, salary savings and grants. The 2010 Census reported that the City's population had grown to 11,415 and this population increase and the purchase of water from a new source will require additional water quality tests. It is estimated that these additional tests will result in \$8,000 of additional testing expenses.

This budget includes \$93,000 for a backhoe, \$19,000 for a water and sewer service truck, and \$21,514 for continuation of the installation of Supervisory Control and Data Acquisition (SCADA) computer monitoring systems at our sewer pump stations.

As the City continues to grow and the cost of operating and maintaining its water and wastewater collection system, it is imperative that the City begin a comprehensive evaluation of the rainwater inflow into the wastewater collection system and reduce the amount of rainwater that is treated at the Eastside Wastewater Treatment Plant. \$80,000 is included in this budget for a sewer system inflow study.

In addition, in anticipation of future growth and to meet future economic development demands, major improvements such as expanding the capacity of the Weant Road pump station by adding additional pumps and parallel outfall lines from the pump station will be needed. \$60,000 is included in this budget for the purchase of an additional pump at the Weant Road pump station and \$30,000 for a structural analysis of concrete piers supporting a portion of the Weant Road outfall. \$10,000 is also included for engineering services associated with the preparation of the plans and specifications for water and sewer improvements throughout the system.

The manholes on US 311 are continuing to deteriorate and \$12,000 is included in this budget to continue with the Main Street manhole repair and rehabilitation program. The water tank is scheduled for an inspection and cleaning next fiscal year and \$2500 is included in this budget for the cost of this work.

In 2009 the City entered into a three party agreement with Randolph County and the City of Trinity for a joint wastewater treatment and sewer service area planning study to determine the feasibility of constructing a joint wastewater treatment plant southwest of the City. The City's portion of the cost of this study was \$19,767 and these funds are included in this budget.

In addition to the funds budgeted for the purchase of water for distribution to the City's utility customers, \$24,400 and \$47,000 respectively is included in this budget for the repayment of the loan for the Eastside effluent discharge line and annual Piedmont Triad Regional Water Authority operating costs. Also included is \$378,519 to fund the City's annual financial contribution to the Water Authority for the debt service associated with the construction of the water treatment plant and water lines connecting the plant with the City of Archdale.

The City of Archdale has a 10% ownership interest in High Point's Eastside Wastewater Treatment Plant and according to the ownership agreement the City is required to participate in the cost of any capital improvements to the plant. This budget includes \$386,860 for the capital costs associated with the plant, including debt service on our State Revolving Loan. In addition to the capital costs, the City pays a "per unit" commodity cost for each 750 gallons of wastewater treated by the plant. We have been advised that the City's commodity cost will decrease from \$.89 to \$.86 per unit of wastewater being treated at the wastewater plant beginning September 1, 2011.

This per unit of cost will vary from year to year depending on the cost of operating the wastewater plant during the previous year.

The operation of the City's water distribution and wastewater collection system is funded in the Water and Sewer Enterprise Fund. This allows for the revenue and costs associated with operating the systems to be segregated from other City revenues and expenses.

It has been a goal of the City Council and is required by the loan agreements entered into by the City to fund major capital improvements to the systems and that the City's water and sewer systems generate sufficient revenues to be financially self supporting. Additional revenue will be required to cover the increase in costs outlined above to assure that the revenues will be sufficient to cover the operating and debt service costs of the City's water and sewer collection system, and set aside sufficient revenue to make major capital improvements to the system.

Therefore, it is recommended that the minimum monthly charge for water increase from \$13.25 to \$13.65 and the minimum monthly sewer charge increase from \$16.00 to \$16.50. The minimum charge also includes the first 2,000 gallons of water used. In addition, it is recommended that the charges for each additional 1000 gallons of water and sewer used increase from \$4.00 to \$4.10 and from \$6.00 to \$6.15 respectively. With no change in the garbage, recycling, and stormwater fees, customers who use the minimum amount of water each month will see a 1.9% increase in their minimum monthly utility bill.

The minimum monthly charge for customers with 1½ inch and larger meter sizes will increase as shown on the chart below. This charge will include 2,000 gallons of water used.

Water Meter Size	Current Water Rate	Current Sewer Rate	Proposed Water Rate	Proposed Sewer Rate
Below 1"	\$13.25	\$16.00	\$13.65	\$ 16.50
1 ½"	\$19.00	\$20.00	\$19.57	\$ 20.60
2"	\$30.00	\$32.00	\$30.90	\$ 33.00
3"	\$52.00	\$55.00	\$53.65	\$ 56.65
4"	\$79.00	\$84.00	\$81.37	\$ 86.52
6"	\$150.00	\$160.00	\$154.50	\$164.80

In a departure from previous years when rate increases were effective with the first utility billing following the adoption of the budget, it is recommended that these rate changes be applied to meter readings done in mid-September and will appear on utility bills due on October 20, 2011.

### **WATER AND SEWER CAPITAL RESERVE FUND**

Revenues generated by impact and acreage fees on new developments connecting to the City's water and sewer system are recorded in the Water and Sewer Capital Reserve Fund and are used to fund improvements to the system. We do not expect construction activity both locally and nationally to increase appreciably during this next fiscal year. Therefore this budget includes anticipated revenue of \$5000 from water and sewer impact and acreage fees, the same as last fiscal year.

No change to water and sewer impact and acreage fees is proposed in this budget.

### **STORMWATER ENTERPRISE FUND EXPENDITURES**

The revenues generated by the Stormwater Utility fees are used to support compliance with federal and state stormwater program regulations including monitoring, managing, improving and repairing the City's stormwater system. Also included in this budget are debt service payments on equipment, street sweeping services, loose limb and leaf pickup costs, and periodic rental of equipment for grinding tree limbs and brush.

Prior to the creation of the Stormwater Enterprise Fund, the City funded \$155,780.00 of Stormwater related expenses from its General Fund. This budget includes \$31,156, which represents the final reimbursement from the Stormwater Enterprise Fund to the General Fund for this expenditure.

No change in stormwater fees is recommended in this budget.

## **ADDITIONAL INFORMATION**

City Council is required to hold a public hearing on the fiscal year 2011-2012 Annual Budget and it is recommended that Tuesday, May 24, 2011 be set as the date for the public hearing. Any person who wishes to be heard on the budget may appear at that time. A copy of the budget document will be available in the City Clerk's office and at the Archdale Public Library and may be viewed during normal business hours. In addition, the proposed budget document will be available for viewing on the City's web page at [www.archdale-nc.gov](http://www.archdale-nc.gov)

On a personal note, I want to thank all of our City employees for their commitment to public service and the work they do each day for the citizens of Archdale. However, special recognition and thanks go to Lori Nurse, Finance Director and April Campbell, Budget Operations Manager for their assistance in compiling the information and putting this budget document together. Their dedication and hard work in gathering the information presented in this document is acknowledged and sincerely appreciated. Their leadership, guidance, advice and patience has been invaluable.

We look forward to reviewing this document with you and are prepared to make any adjustments that you feel are appropriate.

Respectfully Submitted,

Jerry Yarborough  
City Manager

**PROPERTY TAX RATES – DIRECT AND OVERLAPPING GOVERNMENTS  
(PER \$100 OF ASSESSED VALUE)  
LAST TEN FISCAL YEARS**

<b>Fiscal Year</b>	<b>City of Archdale</b>	<b>Randolph County</b>	<b>Guil-Rand Fire District</b>	<b>Archdale Trinity School District</b>	<b>Combined Tax Rate</b>
2001	0.24	0.5125	0.1000	0.085	0.9375
2002	0.23	0.4800	0.1000	0.075	0.8850
2003	0.23	0.4800	0.1000	0.075	0.8850
2004	0.23	0.5000	0.1000	0.075	0.9050
2005	0.26	0.5000	0.1000	0.085	0.9450
2006	0.26	0.5250	0.1000	0.085	0.9700
2007	0.26	0.5350	0.1000	0.085	0.9800
2008	0.29	0.5350	0.1000	0.085	1.0100
2009	0.29	0.5550	0.1000	0.090	1.0350
2010	0.29	0.5550	0.1000	0.090	1.0350

<b>Fiscal Year</b>	<b>City of Archdale</b>	<b>Guilford County</b>	<b>Guil-Rand Fire District</b>	<b>Combined Tax Rate</b>
2001	0.24	0.6372	0.1000	0.9772
2002	0.23	0.6742	0.1000	1.0042
2003	0.23	0.6742	0.1000	1.0042
2004	0.23	0.7135	0.0725	1.0160
2005	0.26	0.6184	0.0861	0.9645
2006	0.26	0.6428	0.0861	0.9889
2007	0.26	0.6615	0.1000	1.0215
2008	0.29	0.6914	0.1000	1.0814
2009	0.29	0.7374	0.1000	1.1274
2010	0.29	0.7374	0.1000	1.1274

**DEMOGRAPHIC STATISTICS  
LAST TEN FISCAL YEARS**

<b>Fiscal Year</b>	<b>Archdale Population (1)</b>	<b>Greensboro- High Point MSA Population (2)</b>	<b>Total Personal Income (2) (Thousands of Dollars)</b>	<b>Per Capita Income (2)</b>	<b>Unemployment Rate (2)</b>	<b>Archdale- Trinity Public School Enrollment (3)</b>
2001	9,007	651,964	18,463,499	28,326	5.4	4,530
2002	9,208	656,427	18,599,507	28,334	6.5	4,612
2003	9,257	661,844	18,947,624	28,629	6.5	4,668
2004	9,339	666,427	19,991,814	29,999	5.5	4,746
2005	9,369	674,219	21,213,653	31,464	5.2	4,814
2006	9,472	686,757	22,346,329	32,539	4.8	4,914
2007	9,530	(5)	(5)	(5)	4.9	4,983
2008	9,682	(5)	(5)	(5)	(5)	5,060
2009	9,791	(5)	24,516,000	34,300	11.3	5,060
2010	9,868	(5)	(5)	(5)	(5)	5,086

Source: (1) Office of Budget and Management for the State of North Carolina.

(2) Bureau of Economic Analysis Information for the Greensboro-High Point Metropolitan Statistical Area.

(3) Bureau of Labor Statistics Unemployment Rates for Metropolitan Areas, Annual Average Rankings.

(4) Randolph County School Administration.

(5) Information is unavailable.



**GENERAL FUND****REVENUES**

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Ad Valorem Taxes	\$ 2,661,800	\$ 2,670,000
Privilege License	48,000	60,000
Interest Income	36,000	33,000
Interest Income Powell Bill	1,100	1,000
Rev. Concessions Park & Rec	3,000	3,000
Ballfield Concessions	15,000	19,000
Miscellaneous	25,086	21,000
Proceeds from Sale of Assets	5,000	2,000
Gross Receipt Return	45	50
Yard Sale Permits	2,100	2,000
Franchise Tax	541,000	551,000
Powell Bill	254,000	303,000
Unauthorized Substance Tax	1,500	2,000
Article 39 Sales Tax	1,442,000	1,521,000
Beer & Wine Tax	30,000	48,000
ABC Board	800	700
Police Department Grant	15,229	-
Drug Seizures	70,000	-
Zoning Permits	3,400	3,000
Zoning Applications Fees	1,000	1,600
Subdivision/TRC Fees	-	200
Solid Waste	580,800	582,000
Recycling	137,000	138,000
Sale of Recycling Materials	7,600	8,500
Solid Waste Disposal Tax Dist.	7,000	6,400
Recreation Revenue	140,000	136,000
Parks & Rec Sponsorships	8,000	8,000
Rent-Shelters (2011)	12,000	14,000
Fund Balance Appropriated	560,296	465,394
Transfer-Admin	141,156	31,156
State Funds from Rand. Co. Library	10,000	10,000
Rev. from other Governments	10,000	-
DOT Grant (Greenway)	100,000	-
NCREDC Grant	195,722	-
DOT & MPO Reimbursement	23,600	-
TDA Grant Reimbursement	66,000	-
 Total General Fund Revenue	 \$ 7,155,234	 \$ 6,641,000

**Activities:** All legislative functions of the city government rest with the City Council. These powers include policy formulation, ordinance writing, appropriations, and oversight of all municipal operations.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Salaries	\$ 32,520	\$ 32,520
FICA	2,500	2,500
Travel and training	3,000	2,500
Meetings	1,000	750
Supplies	1,000	1,000
Non-capitalized account	-	6,250
Contracted services	1,200	1,200
Dues and subscriptions	120	120
Public official insurance	4,700	5,400
Workmen's compensation	100	100
Board of election	500	
Total Governing Body	\$ 46,640	\$ 52,340

**GENERAL FUND****ADMINISTRATION**

**Activities:** Fully implements the goals, policies, and directives of the Governing Board in an effective and efficient manner.

	<b>2010-11 Budget</b>	<b>2011-2012 Budget</b>
Salaries	\$ 229,495	\$ 225,200
Allowances	3,600	3,600
FICA	17,560	17,230
Group insurance	18,700	14,400
Retirement	14,965	15,850
Supplemental retirement	11,475	11,260
Unemployment insurance	<u>20,000</u>	<u>20,000</u>
Total personnel	\$ 315,795	\$ 307,540
Cell phones	\$ 480	\$ 480
Postage	500	500
Travel and training	5,500	8,000
Training – specialized	4,000	4,000
Meetings	500	500
Advertisement	250	250
Website maintenance	20,000	6,200
Supplies	1,500	1,500
Non-capitalized account	2,500	1,500
Contracted services	4,580	3,500
Professional services	1,200	1,200
Dues and subscriptions	1,500	1,500
Insurance	490	500
Workmen’s compensation	<u>550</u>	<u>320</u>
Total operating	\$ 43,550	\$ 29,950
Total Administration	\$ 359,345	\$ 337,490

**Activities:** Responsibilities of this department include implementing accounting and financial policies and procedures that comply with the Local Government Budget and Fiscal Control Act and other state statutes, which results in financial reporting in accordance with generally accepted accounting principles. The department provides support and service to all other City departments.

	<b>2010-11 Budget</b>	<b>2011-2012 Budget</b>
Salaries	\$ 217,055	\$ 220,200
Salary relocation	-	(67,100)
FICA	16,600	16,800
Group insurance	21,075	23,000
Retirement	13,990	15,400
Supplemental retirement	<u>10,850</u>	<u>11,000</u>
Total personnel	\$ 279,570	\$ 219,300
Postage	\$ 2,500	\$ 2,500
Travel and training	8,500	8,500
Gas and lubricants	1,200	-
Supplies	2,000	2,500
Non-capitalized account	2,500	2,500
Contracted services	41,300	47,000
PC support	12,500	12,500
Professional services	10,500	7,000
Dues and subscriptions	530	550
Insurance	2,420	2,500
Workmen's compensation	<u>550</u>	<u>350</u>
Total operating	\$ 84,500	\$ 85,900
Total Finance	\$ 364,070	\$ 305,200

**Activities:** The legal department provides legal counsel and advice to the Governing Board and staff, and is served by an attorney on retainer to the City. The attorney also serves as the parliamentarian to the board during meetings.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Professional services	\$ 50,000	\$ 40,000
Total Legal	\$ 50,000	\$ 40,000

**GENERAL FUND****BUILDING AND GROUNDS**

**Activities:** Provides janitorial, maintenance, landscaping, computer technology, and other services for the City Hall property. Also includes funds for the Community Appearance Commission, established by the City Council.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Salaries	\$ -	\$ -
FICA	-	-
Total personnel	\$ -	\$ -
Telephone	\$ 11,000	\$ 12,500
Utilities – Duke	5,600	7,500
Utilities – PNG	4,900	5,000
Utilities – Water	500	800
Stormwater fees	300	475
Janitorial	9,450	13,000
Groundskeeping	1,050	1,000
Building fund allocation/trans	-	(12,300)
Equipment maintenance	700	700
HVAC maintenance	1,400	1,000
Equipment rental	1,360	1,900
Supplies	3,500	4,000
Community Appearance	2,100	2,100
IT supplies	-	2,000
Non-capitalized account	3,500	1,500
IT non-capitalized account	-	9,300
Contracted services	8,750	9,000
IT support	350	14,900
Professional services	125,000	-
Insurance	1,190	1,150
Workmen’s compensation	-	-
Total operating	\$ 180,650	\$ 75,525
New equipment	\$ 9,450	\$
New equipment – IT	-	24,800
Total capital	\$ 9,450	\$ 9,450
Total Building and Grounds	\$ 190,100	\$ 100,325

**GENERAL FUND****POLICE**

**Activities:** The mission of the Archdale Police Department is to protect life and property by providing exceptional municipal police services to the community in a partnership with the citizens of Archdale. The department places the needs of the community first when performing duties.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Salaries	\$ 1,320,310	\$ 1,319,800
Separation allowance	54,560	54,560
FICA	105,175	105,150
Group insurance	164,400	165,600
Retirement	84,890	92,900
Supplemental retirement	<u>66,015</u>	<u>65,990</u>
Total personnel	\$ 1,795,350	\$ 1,804,000
Telephone	\$ 12,500	\$ 13,500
Cell phones	2,200	3,150
Postage	500	500
Utilities – Duke	13,000	13,000
Utilities – PNG	5,800	5,500
Utilities – Water	1,000	1,000
Stormwater fees	475	475
Travel and training	6,000	6,000
Educational reimburse	4,500	3,500
Building – janitorial	18,000	8,500
Equipment maintenance	4,500	11,000
HVAC maintenance	1,000	1,000
Vehicle maintenance	23,016	22,000
Gas and lubricants	76,000	76,000
Supplies	6,500	10,000
Weapons and ammo	6,000	6,000
IT Supplies	-	2,000
Non-capitalized account	47,730	-
Drug seizure non-capitalized	8,000	5,000
IT non-capitalized	-	24,100
Uniforms	10,000	11,000
Contracted services	51,500	30,000
DCI support	4,500	5,300
PC support	7,000	15,670
Professional services	5,000	2,500
Drug seizure services	-	24,500
Dues and subscriptions	1,200	1,200
Insurance	38,000	38,000
Workmen's compensation	26,975	26,900
Investigation expense	6,000	6,000
Total operating	\$ 386,896	\$ 373,295
New equipment	\$ 53,800	\$ -
Drug seizure new equipment	-	-
Police vehicles	<u>53,200</u>	<u>60,000</u>
Total capital	\$ 107,000	\$ 60,000
Total Police	\$ 2,289,246	\$ 2,237,295

**GENERAL FUND****FIRE INSPECTIONS**

**Activities:** The mission of the department is to enforce the State Building Code Fire Section in accordance with North Carolina laws. Enforcement of the State Building Code is the only state mandated service the City performs. The Guil-Rand Fire Department will be performing the fee based building inspections for the City this year.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Contracted services	\$ 27,867	\$ 28,000
Total Fire Inspections	\$ 27,867	\$ 28,000



**Activities:** The mission of the department is to ensure orderly development for the current and future growth of our city and to provide a better quality of life for our citizens.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Salaries	\$ 157,610	\$ 160,410
Special compensation	6,480	6,480
FICA	12,550	12,770
Group insurance	15,825	17,000
Retirement	10,225	11,280
Supplemental retirement	<u>7,880</u>	<u>8,020</u>
Total personnel	\$ 210,570	\$ 215,960
Cell phones	\$ 480	\$ 480
Postage	600	600
Travel and training	5,500	5,500
Vehicle maintenance	1,000	2,500
Advertisement	3,000	2,500
Gas and lubricants	3,000	3,000
Supplies	1,500	1,500
Non-capitalized account	700	1,500
IT Support	3,300	5,500
Contracted mowing	3,000	3,000
Professional services	32,000	2,400
Dues and subscriptions	1,500	1,700
Insurance	1,600	1,700
Workmen's compensation	<u>2,975</u>	<u>2,900</u>
Total operating	\$ 60,155	\$ 34,780
Total Planning and Zoning	\$ 270,725	\$ 250,740

**Activities:** The mission of the department is to maintain all City streets, signage, and shoulders for safe vehicular traffic. This department is also responsible for the mowing and landscaping of all city property, as well as yard waste collection to ensure a cleaner and more attractive community for the citizens of Archdale.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Salaries	\$ 191,995	\$ 193,700
FICA	14,690	14,820
Group insurance	26,180	27,600
Retirement	12,520	13,620
Supplemental retirement	<u>9,600</u>	<u>9,700</u>
Total personnel	\$ 254,985	\$ 259,440
Telephone	\$ 2,000	\$ 500
Cell phones	2,000	1,500
Utilities	10,500	9,500
Utilities – propane	6,000	7,000
Utilities – water	400	500
Stormwater fees	180	1,050
Travel and training	600	600
Building maintenance	7,000	8,000
Equipment maintenance	5,000	12,000
Vehicle maintenance	10,500	6,000
Street lights	121,750	124,000
Gas and lubricants	25,000	25,000
Supplies	17,000	22,000
Non-capitalized account	2,500	8,000
Uniforms	2,500	2,500
Contracted services	2,500	5,500
Professional services	750	500
Dues and subscriptions	250	-
Insurance	9,000	9,400
Workmen’s compensation	12,800	12,850
Debt service principal	94,500	95,760
Debt service interest	<u>33,930</u>	<u>30,590</u>
Total operating	\$ 366,660	\$ 382,750
New equipment	\$ -	\$ 6,500
Sidewalks	<u>90,000</u>	<u>-</u>
Total capital	\$ 90,000	\$ 6,500
Total Street	\$ 711,645	\$ 648,690

**GENERAL FUND****STREET – POWELL BILL**

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Maintenance	\$ 350,260	\$ 383,660
Snow and ice removal	3,400	3,000
Sidewalk construction	217,900	170,500
Powell Bill equipment	6,500	14,000
Total Street – Powell Bill	\$ 578,060	\$ 571,160

**Activities:** The mission of the department is to promote a clean environment through garbage collection and recycling services. Once per year, the city also sponsors a spring clean-up event, allowing citizens the opportunity to dispose of bulky items normally not accepted in household trash collection.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Postage	\$ 4,100	\$ 4,500
Education and outreach	-	1,000
Contracted services	414,000	436,000
Recycle service	108,000	110,000
Condo services	66,000	66,000
Spring cleanup	10,000	10,000
Billing fees	4,900	6,000
Landfill fee	105,000	106,000
Total Sanitation	\$ 712,000	\$ 739,500

**GENERAL FUND****PARKS AND RECREATION**

**Activities:** The mission of the department is to enhance the quality of life for citizens, by offering year round diversified recreational opportunities ensuring that all citizens have equal opportunity and participation. The department also provides after-school care and a summer program, Camp Creekside.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Salaries	\$ 335,070	\$ 341,850
Part-time maintenance salaries	32,000	46,000
Special compensation	83,135	76,550
Officiating umpire/referee	40,000	35,000
FICA	34,450	35,540
Group insurance	39,130	44,160
Retirement	21,850	24,030
Supplemental retirement	<u>16,750</u>	<u>17,100</u>
Total personnel	\$ 602,385	\$ 620,230
Telephone	5,000	6,500
Cell phones	2,040	1,000
Postage	200	200
Utilities	35,000	35,000
Utilities – PNG	11,000	11,000
Ballfield lighting	4,000	4,000
Tennis court lighting	2,500	2,500
Utilities – water	3,000	6,500
Stormwater fees	2,070	2,600
Travel and training	2,000	4,500
Meetings	400	400
Building maintenance	22,000	15,000
Groundskeeping	7,110	6,000
Ballfield maintenance	8,620	7,500
Equipment maintenance	4,500	7,500
HVAC maintenance	2,500	2,500
Equipment rental	750	750
Vehicle maintenance	5,000	5,000
Advertisement	200	200
Gas and lubricants	8,500	8,500
Office supplies	2,000	2,000
Concessions for resale	1,000	1,000
Supplies – programs	4,500	4,500
Supplies – athletics	24,000	24,000
Supplies – building maintenance	6,500	6,800
Ballfield concessions	12,000	12,000
Non-capitalized account	4,500	6,850
Uniforms	1,200	1,000
Contracted services	5,000	9,900
Fireworks	11,800	11,800
IT support	250	250
Special events/trips	3,115	2,700
Professional services	1,500	500
Dues and subscriptions	400	500
Insurance	12,250	13,250
Workmen's compensation	8,625	8,575
Debt service principal	31,500	30,240
Debt service interest	<u>11,310</u>	<u>9,660</u>
Total operating	\$ 267,840	\$ 272,675

**GENERAL FUND****PARKS AND RECREATION**

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Capital outlay	\$ 45,000	\$ 17,500
Capital outlay – greenway	<u>19,000</u>	<u>145,700</u>
Total capital	\$ 64,000	\$ 163,200
 Total Parks and Recreation	 \$ 934,225	 \$ 1,056,105

**Activities:** The mission of the Archdale Senior Center is to promote and enhance the physical as well as the emotional well-being of senior adults in order to assist them in remaining a vital and active part of the community.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Telephone	\$ 400	\$ 500
Utilities	4,700	4,700
Utilities – water	835	1,000
Stormwater fees	135	135
Maintenance and janitorial	4,700	4,000
HVAC maintenance	5,230	500
Supplies	600	4,300
Contracted services	1,000	5,350
Insurance	435	450
 Total Senior Adults	 \$ 18,035	 \$ 20,935

**GENERAL FUND****LIBRARY**

**Activities:** The mission of the Archdale Branch of the Randolph County Public Library is, in cooperation with the Randolph County Library System, to enhance the community's quality of life by providing educational, cultural, and literary resources.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Utilities	\$ 13,000	\$ 13,000
Utilities – PNG	6,000	6,000
Utilities – water	425	900
Stormwater fees	1,035	700
Building maintenance	5,000	8,000
Groundskeeping	300	1,000
HVAC maintenance	1,200	1,000
Books	5,000	5,000
Contracted services	1,000	1,000
Payment to Randolph County	73,300	73,500
Insurance	2,500	2,600
Debt service principal	111,675	-
Debt service interest	2,455	-
 Total Library	 \$ 222,890	 \$ 112,700



**GENERAL FUND****COMMUNITY PROMOTIONS**

**Activities:** This department provides funding to those agencies that support the City of Archdale with lobbying, state and national legislation development, council and staff training, economic development, transportation planning and cable television franchise regulations, and annual membership dues for the municipality.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Bush Hill festival supplies	\$ 700	\$ 2,000
NCLM	7,433	8,730
IOG	1,035	1,240
RCEDC	15,000	15,000
Chamber of Commerce	5,000	5,000
High Point MPO	5,139	5,140
PTCOG	2,055	2,160
Senior Adults	21,391	23,100
Other community promotions	1,000	3,150
Economic development	221,347	-
 Total Community Promotions	 \$ 280,100	 \$ 65,520

**GENERAL FUND****NON-DEPARTMENTAL**

		<b>2010-11 Budget</b>		<b>2011-12 Budget</b>
Transfer to capital proj.	\$	109,946	\$	-
Contingency		62,570		75,000
 Total Non-Departmental	\$	172,516	\$	75,000

**WATER AND SEWER FUND****REVENUES**

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Interest income	\$ 13,000	\$ 10,000
Miscellaneous	8,000	8,000
Application fee	5,500	13,700
Water charges	1,442,000	1,439,000
Sewer charges	1,995,000	1,970,000
Water – Coe Place	10,400	9,800
Sewer – Coe Place	15,700	14,500
Water and sewer taps	4,000	5,000
Cell tower rental revenue	21,600	22,700
Late fees	115,000	119,000
Appropriated net assets	(238,319)	-
 Total Water and Sewer	 \$ 3,391,881	 \$ 3,611,700

**WATER AND SEWER FUND****EXPENDITURES**

**Activities:** The mission of the department is to distribute safe, quality drinking water; maintain fire hydrants and fire flow pressures; and to recollect wastewater for distribution to the City of High Point's Eastside Treatment Plant. In order to provide our citizens with the highest quality water possible, our water is tested on a regular basis to ensure compliance with all of the North Carolina Department of Water Quality standards and regulations.

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Salaries	\$ 302,200	\$ 315,300
Salary reallocation	-	46,000
FICA	23,120	24,100
Group insurance	41,900	49,680
Retirement	19,700	21,600
Supplemental retirement	15,100	15,800
Total personnel	\$ 402,020	\$ 472,480
Telephone	\$ 4,000	\$ 4,700
Cell phones	2,600	2,100
Postage	16,000	15,000
Utilities	48,000	44,000
Travel and training	6,200	6,600
Building maintenance	16,400	2,000
Occupancy	-	23,000
Equipment maintenance	20,000	25,000
Equipment rental	2,000	12,000
Vehicle maintenance	5,500	13,000
Right of way	960	960
Gas and lubricants	15,000	15,000
Supplies	60,000	70,000
Office supplies	3,000	3,000
Non-capitalized account	16,000	16,000
IT non-capitalized equip./supplies	-	5,300
Uniforms	3,000	3,000
Contracted services	67,000	226,029
IT support	6,700	1,500
Billing and credit card fees	19,500	36,000
PTRWA admin & operating	45,615	47,051
High Point sewer reimbursement	68,540	67,710
Davidson Water buyout	12,845	12,845
Professional services	72,000	74,000
Payment to Guilford County	6,600	6,100
Water purchases	472,000	445,000
Sewer treatment	408,000	406,000
Bad debts	5,000	11,000
Dues	5,300	5,400
Insurance	14,000	16,000
Workmen's compensation	7,600	7,600
Transfer to general fund	110,000	-
Bond principal (sewer)	242,250	242,250
Debt service – principal	252,463	271,414
PTRWA principal	170,750	178,380
Bond interest (sewer)	83,700	76,900
BOA interest	129,785	110,834
PTRWA interest	207,753	200,150
Total operating	\$ 2,626,061	\$ 2,702,823

**WATER AND SEWER FUND****EXPENDITURES**

Capital outlay	\$	24,800	\$	24,397
New equipment		98,000		112,000
Water and sewer extensions		241,000		-
Special project		-		300,000
Total capital	\$	363,800	\$	436,397
Total Water and Sewer	\$	3,391,881	\$	3,611,700

**CAPITAL RECOVERY FUND****REVENUES**

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Interest	\$ 7,000	\$ 8,000
Interest from assessments	1,600	1,400
Impact fees	5,000	5,000
Appropriated net assets	-13,600	-14,400
 Total Capital Recovery	 \$ -	 \$ -

**CAPITAL RECOVERY FUND****EXPENDITURES**

	<b>2010-11 Budget</b>	<b>2010-12 Budget</b>
Transfer to water/sewer	\$ -	\$ -
 Total Capital Recovery	 \$ -	 \$ -

**STORMWATER FUND****REVENUES**

	<b>2009-10 Budget</b>	<b>2010-11 Budget</b>
Interest	\$ 300	\$ 400
Proceeds from debt	140,000	-
Stormwater charges	240,000	241,000
Stormwater charges – commercial	217,000	226,000
Net assets appropriated	(34,249)	(84,300)
 Total Stormwater	 \$ 563,051	 \$ 383,100

**STORMWATER FUND****EXPENDITURES**

	<b>2010-11 Budget</b>	<b>2011-12 Budget</b>
Salaries	\$ 108,090	\$ 110,000
Salary reallocation	-	26,000
FICA	8,270	8,400
Group insurance	15,700	16,560
Retirement	7,050	7,730
Supplemental retirement	5,400	5,500
Total personnel	\$ 144,510	\$ 174,190
 Cell phone	 \$ 700	 \$ 700
Postage	4,200	2,500
Travel and training	1,260	1,260
Building maintenance	6,000	-
Occupancy	-	3,000
Vehicle maintenance	8,000	9,000
Advertisement	200	600
Gas and lubricants	10,000	14,000
Supplies	20,700	42,000
Non-capitalized account	1,000	3,000
Uniforms	-	1,100
Contracted services	28,000	40,042
Street sweeping	19,200	21,000
PC support	2,200	3,200
Billing fees	1,300	3,900
Professional services	10,600	10,700
Dues and subscriptions	2,320	1,500
Insurance	2,500	2,550
Workmen's compensation	3,600	3,300
Transfer to general fund	31,156	31,156
Debt service principal	50,856	6,302
Debt service interest	4,749	100
Total operating	\$ 208,541	\$ 200,910
 New equipment	 \$ 210,000	 \$ 8,000
 Total Stormwater	 \$ 563,051	 \$ 383,100